



**STATEMENT OF PROCEEDINGS FOR THE  
BUSINESS MEETING OF THE  
SYBIL BRAND COMMISSION FOR INSTITUTIONAL  
INSPECTIONS**

**KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 372  
LOS ANGELES, CA 90012  
<http://sbc.lacounty.gov>**

**Wednesday, June 17, 2015**

**10:00 AM**

AUDIO LINK FOR THE ENTIRE MEETING. (15-2950)

**Attachments:**    [AUDIO](#)

Present:            Chairperson Eleanor R. Montañó, Commissioner Donald S. Andrews, Commissioner Johanna Arias-Bhatia, Vice Chairperson Barbara Bigby, Commissioner Susan Burton, Commissioner Percy Duran III, Commissioner Keren M. Goldberg, Commissioner Cheryl Grills Ph.D. and Commissioner Theresa Zhen

Excused:           Commissioner Anne S. Hill

Call to Order. (15-2847)

**Chairperson Montañó called the meeting to order at 10:00 a.m.**

**Chairperson Montañó led in the Pledge of Allegiance, followed by a moment of silence.**

Staff present: Bolaji Famuyiwa, Roy Sinclair and Jenny Kimbell (15-2949)

**I. ADMINISTRATIVE MATTERS**

1. Approval of the June 10, 2015 Minutes. (15-2848)

**On motion of Commissioner Donald S. Andrews, seconded by Commissioner Percy Duran III and unanimously carried, this item was approved.**

**Attachments:**    [SUPPORTING DOCUMENT](#)

2. Election of Vice Chairperson. (15-2865)

**Commissioner Donald S. Andrews nominated Commissioner Barbara Bigby to be elected to as the Vice Chairperson of the Commission, seconded by Commissioner Percy Duran III and there being no other nomination from the floor and all in favor, Commissioner Barbara Bigby was elected Vice-Chairperson of the Commission.**

**II. DEPARTMENTAL REPORTS**

3. Department of Auditor-Controller (AC). (15-2849)

**Ms. Michele Day, AC, Group Home Ombudsman, distributed copies and reported on the Children's Group Home Ombudsman Activity Report during the month of May 2015:**

**There were a total of 15 Hotline Requests for Assistance Calls:**

- 14 Youth callers
- 1 Adult caller

**Outreach Visits**

- McKinley Children's Center
- St. Anne's Maternity Home

**Ms. Day further reported that during her visit to St. Anne's Maternity they found out that the group home had an internal intervention line, extension 520. In addition to contacting the Group Home Ombudsman, youth can call the extension to help resolve issues that they cannot handle on their own.**

**Attachments:** [SUPPORTING DOCUMENT](#)

4. Department of Children and Family Services (DCFS).  
Clarification on the term "use of force" in group home special incident reports  
(15-2850)

**Patricia Bolanos-Gonzalez, Children Services Administrator II, Out of Home Care Management Division, DCFS, reported that during the month of May 2015 there were a total of 862 Absent Without Leave (AWOL) and the child abuse hotline received a total of 18 referrals in the following categories:**

**May 2015 referrals**

- 9 General Neglect
- 3 Sexual Abuse
- 6 Physical Abuse

During the same reporting period 14 referrals were closed in the following categories:

- 9 General Neglect
- 2 Physical Abuse
- 3 Sexual Abuse

During the same reporting period 14 referrals were closed for the following reasons:

- 5 Inconclusive
- 4 Evaluated Out
- 5 unfounded

Ms. Bolanos-Gonzalez also provided the Commission with a breakdown of AWOLs by group home. Ms. Bolanos-Gonzalez further reported that Childhelp Group Home has been placed on hold.

Attachments:    [SUPPORTING DOCUMENT](#)

**5. Internal Services Department (ISD). (15-2851)**

Mr. Brian Lear, Building Crafts Superintendent, (ISD), clarified that ISD is responsible for the maintenance of the Juvenile and Probation lockups operations and alteration improvements for all County departments. Mr. Lear also answered questions posed by the Commission.

**6. Department of Mental Health (DMH). (15-2852)**

Ms. Zoe Trachtenberg, LCSW, Program Director, DMH, reported that the fiscal year is coming to the end and DMH is working to renew contracts with mental health providers to continue services. Currently, DMH is working in collaboration with DCFS to form additional wrap around teams and contracts to expand wrap around services throughout Los Angeles County. These services are designed to minimize the number of children that are placed in group homes and also help transition youth out of group homes.

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7. Probation Department (PD).  
Clarification on the term "use of force" in group home/camp special incident reports (15-2853)

**Ms. Pamela Pease, Supervising Deputy Probation Officer, Group Home Monitoring and Investigations Unit, Placement Services Bureau, PD,** addressed the Commissioners request for clarification on "use of force". Ms. Pease stated that there is no such thing as the term "use of force" in a group home setting, instead Probation uses the "De-escalation Technique" to control unruly situations. She clarified that any use of force in a group home constitutes child abuse investigation.

Ms. Pease also reported that Probation is in the process of revising their annual monitoring tool and training has been scheduled for July, 7 2015. Responding to whether or not the inspections conducted by Probation and SBC are duplicative, Ms. Pease reported that the areas that are inspected by the SBC Commissioners are the same, however Probation's annual audit is more extensive, looking into other areas that SBC does not. She further added that although the inspections by both parties may be duplicative, SBC unannounced inspections are still useful in identifying unsatisfactory conditions that exists in-between Probation's annual inspection. Additionally, if Probation's annual audit finds that a facility is noncompliant in any of the areas, a corrective action plan is issued and the facility is revisited in 30 days. Egregious findings constitute a facility to be placed on hold effective immediately.

Ms. Pease also provided the Commission with a report of the monthly status report of group home AWOLs for the month of May 2015.

Mr. Michael Varela, Director of Camp Gonzales and Dorothy Kirby Center, reported that the annual Operation Graduation for the children in Camps will be held on Thursday, June 25, 2015 at the Walt Disney Concert Hall. Invitations will be sent to the Commissioners to attend.

Attachments:    [SUPPORTING DOCUMENT](#)

8. Sheriff's Department (SD).  
Update on unsatisfactory findings at Inglewood Court  
Clarification on party responsible for the Mental Health Unit (15-2854)
- Commander Ralph Ornelas, Sheriff Department,** introduced Ms. Karen Dalton Assistant Division Director, to address the Commissioners inquiries regarding the Inmate Welfare Fund, Ms. Joan Hubbell,

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**Supervising Psychiatric Social Worker, to address the mental health issues, Custody Assistant Barbara White, to address the Commissioner concerns pertaining to the Century Regional Detention Facility (CRDF) and Sergeant Alton Green, Acting Lieutenant and staff to address food and nutrition.**

**Ms. Dalton provided a brief overview of the Inmate Welfare Fund (IWF) that is managed by the Sheriff Department under penal code 4025 for the welfare and benefit of inmates. The funds are generated by phone calls, commissary and vending machine purchases made by inmates, as well as the Contract Cities food program. Through this fund educational, specialized gender responsive academic and vocational training programs are developed. She also added that approximately \$24 million is generated annually for the IWF. The IWF Commission appointed by the Sheriff oversees how the IWF is expended; however any expense that exceeds \$100,000 goes to the Board of Supervisors for approval.**

**Ms. Dalton also answered other IWF related questions posed by the Commission.**

**Ms. Hubbell, addressed the Commissioners inquires and stated that one of the biggest challenge in caring for the Mental Health inmates is inadequate staffing considering the population has grown from 1300 to 2300 inmates. She also reported that although the Board of Supervisors approved additional staffing so far they have only received two. Other challenges include the ability to identify and prevent suicide risk. She further reported that her staff has great collaboration with the Sheriff's Department.**

**Sergeant Green distributed a food services fact sheet to the Commission and provided an overview of the SD food service programs for the jails and lockups. Sergeant Green clarified that the slang term "Jukeball" that is often used to describe the food served to the inmates who are being disciplined does not exist in the SD. He further stated that the diet in question falls under Tittle 15 and the SD manual.**

**After discussion and further questions and answers, the Commissioners advised the SD to look into positive reinforcement as disciplinary measures.**

**Ms. White provided clarification on the concern that the Commissioners had regarding an inmate at the Century Regional Detention Facility.**

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Ms. White reported that her job is to insure that the 50 pregnant women housed in her unit receive their day to day medical needs. She clarified that she conducts weekly visits and she is available to address inmate concerns.

Commander Alicia E. Ault, provided the following update on the issues identified by the SBC Commissioners during their inspection of the Inglewood Court:

- Cell A - sinks have been cleaned and free from debris and a work order has been put in place;
- Cell B - the toilet has been repaired and a painting work order has been submitted under priority 3;
- Cell C - toilet has been repaired and operational;
- Cell D - painting has been submitted under priority 3 and the toilet has been repaired and is operational;
- Cell E – painting has been submitted under priority 3;
- 2nd, 4th, and 5th floor lockup – painting has been submitted under priority 3, toilet has been repaired and is operational and the water fountain is in progress and is almost complete.

Commissioners Burton, Grills and Zhen expressed their concerns regarding unsatisfactory conditions including the broken toilet and water fountain that continues to exist in the lockup area where inmates are held while waiting for their day in court. The Commissioners emphasized that the Inglewood court has reached deprivation and complete mistreatment and an intervention is needed immediately.

Commander Ault advised the Commission that she will personally visit the court and follow up with the court representative to take corrective action as soon as possible. The Commission will invite a representative from the Superior Court to come and present on their role as it relates to facilities maintenance.

Attachments:    [SUPPORTING DOCUMENT](#)

### **III. COMMISSION REPORTS**

9. Chairperson's Report on various items. (15-2855)

Chairperson Montaña requested that staff order a five member scroll for former Vice Chairperson Bacio. Chairperson Montaña also inquired about the SBC annual report.

**10. Treasurer's Report. (15-2856)**

**Commissioner Andrews reported that the Commission's Charitable Fund is \$778.90. Commissioner Andrews also reported that he will research different bank account options to open a Commission account and report back to the Commission at the next meeting.**

**11. Staff Report on Correspondence Received and Department Representative Reports. (15-2857)**

**Staff reported that all three scholarship applicants were selected to receive the SBC 2015 scholarship award and congratulatory letter have been mailed out to them. One recipient responded that he will not be able to attend the scholarship breakfast/presentation because he is currently attending a summer accelerated program. Staff further reported that refreshment for the scholarship breakfast has been ordered and confirmed and the event will be held in room 743 on June 30, 2015 at 8:00 a.m. At 9:30 a.m. we will proceed to the Board room for the scroll presentation.**

**13. Commissioners' Reports on Group Home and/or Detention Facilities Inspections from June 11, 2015 to June 16, 2015. (15-2859)**

**During the reporting period, the following group homes/facilities were reported as being in satisfactory condition:**

**Chairperson Montaña and Commissioners Andrews, Arias-Bhatia and Duran III visited:**

- **Children's Home of Southern California (Victory Blvd, West Hills, CA) on June 16, 2015.**

**Chairperson Montaña and Commissioners Andrews and Zhen visited:**

- **Children's Home of Southern California (Runnymede Street, Van Nuys, CA) on June 24, 2015.**

**Commissioner Bigby visited:**

- **Hathaway Sycamores Children and Family Services (De Lacey Avenue, Pasadena, CA) on June 11, 2015 to check staff records for El Nido Drive home.**

**No one home:**

**Commissioner Bigby visited:**

- **Five Acres (Mountain View Street, Altadena, CA) on June 12, 2015 and**

reported that no one was home.

#### **IV. MISCELLANEOUS**

##### **Matters Not Posted**

14. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Committee subsequent to the posting of the agenda. (15-2860)

**The following item were introduced for discussion and are to be placed on a future agenda:**

- **Discussion on corporate directory and items it contains**

##### **Public Comment**

15. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (15-2861)

**Commissioner Arias Bhatia announced that one of her clients has gone missing and is now being trafficked. She was last seen in Long Beach and her grandmother's house; she also distributed handouts with her picture for the Commissioners information.**

**Mr. Alan Henry distributed information on the Community Care Licensing website.**

##### **Adjournment**

16. Adjournment for the meeting of June 17, 2015. (15-2862)

**There being no further business, Chairperson Montañó adjourned the meeting of June 17, 2015 at 12:42 p.m.**